

1 *D R A F T*

2
3 Library of California Board Meeting Minutes
4 November 19, 2002

5 Hyatt Regency Sacramento
6 1209 L Street
7 Sacramento, CA

8 **CALL TO ORDER AND INTRODUCTIONS**

9 Board President Fong convened the meeting on November 19, 2002 at 10:00 a.m. and
10 welcomed Board Members, staff, and the audience to Sacramento. She then led the meeting in
11 the Pledge of Allegiance to the Flag of the United States of America.

12 The following Board Members were present: President Victoria F. Fong, Fred Gaines, Ed E.
13 Harris, John Kallenberg, Jane F. Lowenthal, Mary I. Purucker and Susan Steinhauser. Not
14 present were Maurice A. Calderon, James R. Dawe, Sally Tuttle and Kim Wang.

15 California State Library (CSL) staff present were: Deputy State Librarian Cameron
16 Robertson, Dr. Diana Paque, Chris Berger, Ira Bray, Bessie Condos Tichauer, Cindy Costales,
17 Carla Lehn, Sandy Habbestad, Cindy Tackett, Sharon Croley, Kris Rich, Joyce Walker and
18 Wanda Green.

19 **ADOPTION OF AGENDA**

20 *It was moved, seconded (Gaines/Harris) and carried unanimously that the Library of*
21 *California Board adopts the agenda of the November 19, 2002 meeting as presented.*
22

23 **APPROVAL OF MINUTES**

24 *It was moved, seconded (Harris/Purucker) and carried unanimously that the draft*
25 *minutes of the August 15, 2002 Library of California Board Meeting were approved as*
26 *presented.*
27

28 **ADOPTION OF THE CONSENT CALENDAR**

29 *It was moved, seconded (Harris/Purucker) and carried unanimously that the Library of*
30 *California Board approves the Consent Calendar included with the agenda of*
31 *November 19, 2002 as presented.*

1 **Board Action Adopted from the Consent Calendar**

2 **Regional Library Network Development**
3 **Support Services Committee**

4
5 *By consent, the Library of California Board approved the four requests for network*
6 *affiliation for the potential members listed in Table A, with member services to begin*
7 *immediately. (See Attachment A)*

8
9 **REPORTS TO THE BOARD**

10 **Board President's Report**

11 President Victoria Fong reported on her activities since the last Board. On behalf of the
12 Library of California (LoC) Board, President Fong reported having sent numerous letters to
13 Congressional Representatives in support of extending the funding levels for the Library
14 Services and Technology Act (LSTA). Given current budget constraints, President Fong
15 reported that Member Calderon recommended Chuck Cole, President of Advocation, Inc., to
16 assist the Board in exploring entrepreneurial ideas for funding resources. She introduced Chuck
17 Cole and invited everyone to attend his presentation during the luncheon meeting.

18 On behalf of the Board, President Fong congratulated retirees Judith Segel, Black Gold
19 Cooperative Library System Coordinator and CEO of Gold Coast Library Network, and James
20 Kirks, CLSA North State Cooperative Library System Coordinator and thanked them for their
21 years of service and special contributions to libraries. She extended congratulations also to Liz
22 Gibson, Library Development Services Interim Bureau Chief, who is in the process of retiring
23 and expressed appreciation to Ms. Gibson for her years of service to the Board and to the
24 California State Library (CSL). Member Steinhauser commended Mr. Kirks for his commitment
25 to young adults and for his efforts to improve library services in the northern part of the State of
26 California. Member Steinhauser also recalled Judith Segel's early suggestions for a statewide
27 library newsletter, which has now come to fruition as *Connection*, the on-line newsletter for the

1 State Library and the LoC. In recognition of service, President Fong recommended resolutions
2 for Judith Segel, Jim Kirks and Liz Gibson.

3 *It was moved, seconded (Kallenberg/Lowenthal) and carried unanimously that on behalf*
4 *of the Library of California Board, that Board President Fong create resolutions for*
5 *presentation to the Board at the February 2003 meeting in recognition of the fine service*
6 *to the citizens of California by Jim Kirks, Judith Segel and Liz Gibson.*

7 8 **Board Vice-President's Report**

9 No report.

10 **Chief Executive Officer's Report**

11 On behalf of the Dr. Kevin Starr, Cameron Robertson, Deputy State Librarian, reported that
12 the current 2002/03 fiscal year state budget is projected at a \$6.2 billion deficit based on the
13 recent Legislative Analyst's Office (LAO) report. Mr. Robertson stated that the LAO has also
14 projected approximately a \$21.2 billion deficit for the 2003/04 budget, which presents some
15 "significant challenges" for the Legislature and the Governor, and subsequently for the CSL and
16 the LoC. He indicated the possibility of additional cuts to the State Library's budget in the
17 current fiscal year. Mr. Robertson added that if there were further reductions to the 2003/04
18 budget, in addition to the 20% Budget Change Proposal (BCP) reductions submitted to the
19 Department of Finance (DOF) in September, they would be reflected in the Governor's proposed
20 budget in January 2003.

21 Mr. Robertson concluded his report with an update on the completed renovation of meeting
22 Room 500 in the Stanley Mosk Library & Courts Building. He noted that the restoration of this
23 room has been a 25-year effort and that it is now available for use.

24 **Library Champion**

25 Member Steinhauser introduced Forty-first District Assemblywoman Fran Pavley to speak to
26 the Board. Assemblywoman Pavley confirmed her support of libraries and stated that the LoC's

1 ability to link 8,000 public and school libraries is absolutely essential and the key to California's
2 future success as a state, for our use and for our children's use to become meaningful participants
3 in society. She discussed at length the challenge to close California's \$21 billion budget gap and
4 concerns about the disastrous effects in years past by not investing in schools and libraries.
5 However, given the difficult budget constraints anticipated for the next two years,
6 Assemblywoman Pavley stressed the importance of thinking creatively about how to continue to
7 provide library services and how to improve existing services more efficiently. She gave an
8 example of how one community, lacking funds to build its own library, combined with the
9 school district to build a library. She noted that this partnership between the community and
10 district maximized, rather than duplicated, books and services.

11 Due to the budget shortfall, concerns and questions arose about the dilemma for the Library
12 of California program to not be expanded upon in order to continue its mission to build and
13 support resource sharing among all libraries for all Californians. Assemblywoman Pavley
14 discussed the need to review all programs, to look at how money is being spent and to consider
15 possible ways of making changes in the financing some of those programs to be more effective
16 and efficient. In view of the budget challenges for everyone, Assemblywoman Pavley welcomed
17 suggestions for legislation in relation to the budget crisis and that they be sent to her Chief of
18 Staff Debra Gravert.

19 In closing, Assemblywoman Pavley stressed how important it is that everyone in California
20 have the right to equal access to information and quoted Benjamin Franklin that, "An investment
21 in knowledge always pays the best interest."

22 Library of California Director Dr. Diana Paque thanked Assemblywoman Pavley for
23 speaking to the LoC Board and for sharing her concerns and suggestions. Dr. Paque emphasized
24 the continued commitment of the State Library, the Library of California and field

1 representatives to work collectively to find more creative and effective solutions for providing
2 library services to all of the people of California.

3 On behalf of the Board, President Fong presented Assemblywoman Fran Pavley with a
4 certificate of appreciation for her interest regarding library issues and her support of California's
5 libraries and the Library of California Program. Assemblywoman Pavley again expressed her
6 support and that of other legislators on the investment in libraries.

7 **System Advisory Board (SAB) Member Reports**

8 Evelyn Poole, System Advisory Chair, North State Cooperative Library System, expressed
9 her appreciation to serve on the System Advisory Board (SAB) and emphasized the importance
10 of having SABs, noting that some programs have developed from ideas generated by SABs. One
11 idea from their board was Library Book Sales.Com, which now has about 200 libraries involved
12 in 27 states. President Fong thanked her and all of the System Advisory Board Members for
13 their service and dedication. No other reports were given.

14 **LIBRARY OF CALIFORNIA BOARD**

15 **Election of Library of California Board Officers for 2003**

16 Member Kallenberg presented the report from the Nominating Committee for the election of
17 Board Officers for 2003. President Fong asked for any other nominations for Board President
18 and Vice-President for 2003 in addition to the nominations in the report.

19 *It was moved by the Nominating Committee (Harris/Lowenthal) and carried*
20 *unanimously that the Library of California Board elects John Kallenberg as President,*
21 *by acclamation, for the year 2003.*
22

23 *It was moved by the Nominating Committee (Lowenthal/Purucker) and carried*
24 *unanimously that the Library of California Board elects Fred Gaines as Vice-*
25 *President, by acclamation, for the year 2003.*
26

27 President Fong welcomed Members Kallenberg and Gaines, and encouraged other members
28 to accept a leadership role.

Library of California Board Meeting Schedule and Locations

Dr. Paque reviewed the LoC Board Meeting schedule for 2003, and indicated that the two-day meetings could be rescheduled to one day when necessary. The November 18-19, 2003 Board Meeting is scheduled to meet in Ontario following the School Library Association and the California Library Association Conference. She confirmed with the Board the following meeting dates and locations for 2003 based upon a previous survey of the Board.

February 18-19, 2003	Sacramento
May 28-29, 2003	Sacramento
August 20-21, 2003	Sacramento
November 18-19, 2003	Ontario

ACTION ITEMS/UPDATES

Budget and Planning

Dr. Paque reviewed the realignment of FY 2002/03 CLSA appropriations under the Board's consideration. She explained that at the August Board Meeting the Board adopted a motion to allocate the CLSA Baseline Budget with a \$610,000 reduction. At that time staff prepared a document that divided up the numbers to the exact dollar amount. Given the Department of Finance (DOF) requires scheduled appropriations to be rounded to the nearest \$1,000, staff revised the table according to the program priorities the Board had set and distributed the CLSA funds as shown in Exhibit B behind Tab 18 in the agenda packet.

It was moved, seconded (Kallenberg/Lowenthal) and carried unanimously that the Library of California Board adopts the revised 2002/03 CLSA Budget as displayed in the chart entitled "Recommended 2002/03 CLSA Baseline Budget by Program with \$100,000 Statewide Data Base Reduction and Balance Across the Board" and that the aforementioned chart be included in the minutes of this meeting and that no other actions with respect to the 2002/03 CLSA Local Assistance Budget be taken at this time. (See Attachment B)

Dr. Paque noted that Exhibit A, Recommended 2002/03 CLSA Baseline Budget By Program, represents the motion adopted August 15, 2002. Exhibit B, Revised, represents the above

1 motion. Sandy Habbestad, CLSA Program Administrative Assistant, reported that there would
2 be a slight change in program amounts pending Department of Finance (DOF) approval. Then
3 CSL will resubmit the actual dollar amounts to the systems. She confirmed that the amounts the
4 systems have already received is based on the Board's August 2002 action represented in Exhibit
5 A, and that there would be some minor changes depending on what the amount of change was in
6 each of the program categories in Exhibit B.

7 Dr. Paque then reviewed the options for distributing the additional \$10,000 allocation for
8 local assistance in the LoC program that was approved in the September 2002 State Budget. She
9 discussed three options for consideration. One would provide the entire \$10,000 to *lil.org* as a
10 signature program. The second option would allocate the funds equally among the Regional
11 Library Networks, providing \$1,428.57 to each region. The third option would split the
12 allocation between *lil.org* and the networks according to a Board-assigned allocation model.
13 Member Gaines supported allocating the remaining \$10,000 in LoC local assistance funds to the
14 regional library networks.

15 *It was moved, seconded (Gaines/Harris) and carried unanimously that the Library of*
16 *California Board directs its Chief Executive Officer to allocate the remaining \$10,000*
17 *in Library of California local assistance funds to the seven regional library networks,*
18 *to be divided equally among them, and that these funds be specified for use for direct*
19 *services to member libraries and their patrons.*
20

21 **Federal and State Legislation**

22 On behalf of Liz Gibson, Legislative Liaison, Dr. Paque reported that there are no federal
23 or state legislative action items at this time.

24 **LIBRARY OF CALIFORNIA DIRECTOR'S UPDATE**

25 Dr. Paque, LoC Director, reviewed the LoC Team Activities calendar and noted the addition
26 of Literacy Team activities that are under the purview of the Board. She gave an update on the
27 LoC Funding Activity delineated in the chart behind Tab 5 and noted that all funds have been

distributed to the systems with the exception of the \$10,000 that was approved earlier, which is to be divided equally among the seven Regional Library Networks, pending DOF approval.

REPORTS FROM BOARD COMMITTEES

Access Services Committee

Committee Chair Mary Purucker stated that there was no additional information to report. Regarding the LoC Loan Compensation Program, Member Steinhauser asked Ms. Habbestad about the timeline for the handling/delivery cost study. Ms. Habbestad stated that Phase I will continue through December 2002; Phase II will begin in January and end in May 2003; Phase III will begin in June and end in November 2003, and Phase IV will begin at the end of Phase III and end in December 2003. A final report is anticipated for the February 2003 Board Meeting. Dr. Paque added that Phase I of this study will incorporate findings from the previous Himmel & Wilson study.

Legislative Committee

Committee Chair Susan Steinhauser reported the following:

- LSTA not yet been reauthorized, although there is a continuing resolution that could grant \$15 million.
- The Governor vetoed AB2648, which would have shifted the funding burden to the law libraries for their facilities from the counties.
- She reviewed the “California Library Association (CLA) 2003 Legislative Priorities” handout and CLA’s platform of support for resource sharing in a multitype environment and encouraged appropriate levels of funding.
- She stated that Senator Dede Alpert had indicated an interest in carrying a second library bond construction bill and that there is a survey due from the 179 public library jurisdictions indicating their construction needs.

- 1 • *A Day In The District* visit is set for January 10, 2002; Member Steinhauser will
- 2 contact Board Members and staff about that prior to January 10th.
- 3 • April 30, 2002 is a joint CLA/CSLA visit in Sacramento.
- 4 • May 12, 2002 is Federal Legislative Day.
- 5 • Chuck Cole has offered to assist the LoC pro bono with ideas for funding resources.

6 In conclusion, Member Steinhauser added that she attended a Law Librarians' Conference
7 where Senator Joe Dunn spoke about advocacy and building relationships with recently reelected
8 and newly elected legislators.

9 **Support Services Committee**

10 Committee Chair John Kallenberg reported that the LoC now has 1,845 participating
11 libraries. He then called on the regions for a report given the current budget constraints and their
12 limited resources. Region representatives reported on their efforts to continue to provide core
13 services and to present some workshops and training with the benefits and contributions from the
14 CLSA Systems. They reported on reductions made in administration, noting that some offices
15 have been closed. They reported reductions in professional services, salaries, staffing, staff
16 hours, reference and delivery, continuing education programs, technology and other program
17 development, and the lack of funds to get school districts involved with resource sharing. In
18 order to continue services, some regions reported that fees were being charged for services above
19 the basic level, and some have gone to an on-demand-delivery system.

20 Region representatives expressed hopes for LSTA grants to be able to continue to maintain
21 basic services. They discussed the difficulty to provide services outlined under the LoC Act and
22 shared concerns about how they would continue if there was no funding from the LoC. Some
23 indicated that possible entrepreneurial efforts would have to be considered.

At the conclusion of region reports, Committee Chair John Kallenberg continued his report with a review of the statistical report on the Statewide Information Databases report behind Tab 13. From Exhibit C, he asked for the number of subscribers and for the percentage of the 33 Co-Brands that are from California. He stated that an update to the CLSA Statewide Data Base program, Tab 14, Exhibit D, was provided to the Board and audience. Ira Bray, Electronic Resources Consultant, added that approximately \$20,000 remains for additional /ii.org applications, and an update will be reported in February.

Literacy Committee

On behalf of Committee Chair Sally Tuttle, Dr. Paque gave a report. She reviewed the Strategic Planning Matrix, Exhibit I, and noted the excellent work of the Literacy Team over the past year. She reported on the success of the Pre-Conference Event for Local Library Literacy Providers this past October 1st & 2nd, 2002, a statewide conference which brought together 150 local library literacy and family literacy providers. As noted in the agenda packet, this pre-conference gave staff the opportunity to share what has been achieved on behalf of literacy services on a statewide basis since the 1999 Library Literacy Convocation and to solicit feedback from the field on the strategic planning process that the State Library Literacy Team has been undergoing. CSL's Literacy Team produced a binder of information of all literacy programs for literacy coordinators and staff, a joint effort with literacy people in the field.

Budget and Planning Committee

Committee Chair Fred Gaines thanked the regions for their reports and for their efforts to continue to maintain services under the current budget constraints. With the possibility of further reductions in LoC funding, he expressed concern about how the LoC could continue to provide services and programs. Due to System-Region overlap, Member Gaines related the difficulty in explaining the distinction between the LoC and the Systems when advocating on

1 behalf of what the LoC started to build. With the LoC being in the midst of transition, Member
2 Gaines experienced that there is a perceived duplication of benefits between the Systems and the
3 Regions. Given the budget results in January 2003, Member Gaines said that issues for the
4 planning session in February will address how the LoC will continue to promote the core ideals
5 of the Act and how to continue to move the principles forward with limited state funding.

6 **PUBLIC COMMENT**

7 Ken Dowling, San Jose State University Library School faculty and Associate Director,
8 thanked the State Library for the scholarships provided to current public library employees who
9 participate in the university's master degree program. He stressed the importance of the program
10 and its success, touting 1,074 master degree students currently, the largest masters only library
11 program in the world. He stated that the President of San Jose State University has now charged
12 the graduate school to begin working toward a Center for Excellence to do applied research. The
13 school is considering the 24-7 program as an applied research project, to understand what that
14 data means. In closing, Mr. Dowling noted that the State also has a significant amount of that
15 kind of information and extended thanks to the State Library for its help in continuing the
16 program.

17 Judith Segel, Black Gold & Gold Coast Library Network, extended a farewell to the Board
18 upon her retirement. She thanked the Board for its support to Black Gold and Gold Coast
19 Library Network, and she extended good wishes to the Board for its continued support of library
20 services in the State of California.

21 Jim Kirks, North State Cooperative Library System Coordinator, also extended his thanks
22 and a farewell to the Board upon his retirement.

BOARD COMMENTS

Deputy State Librarian Cameron Robertson commended everyone for their efforts to continue to provide library services, despite the budget news, and expressed his optimism for improved services in the future.

Member Lowenthal thanked the volunteers for their extensive work and numerous activities in the library community. She commended Cameron Robertson, Dr. Paque and staff for their additional efforts to update the Board and thanked them for the informative 25th CLSA Anniversary event, noting her appreciation for the opportunity to hear about the history of the LoC, its Board and to meet some of its previous Members. She expressed farewells to Liz Gibson, Judith Segel and Jim Kirks for their assistance in directing the initial work of the LoC. In conclusion, she thanked President Fong and Vice-President Wang for their service over this past year and all of her colleagues on the Board for their hard work toward the advancement of libraries and their service to the people of California.

Member Gaines congratulated President Fong on her term as President of the Board, commending her for an outstanding job and tremendous leadership, and expressed appreciation also to Vice-President Wang. He expressed admiration for incoming President John Kallenberg and vowed to be of assistance wherever possible. He thanked Board Members for their confidence in electing him Vice-President for the 2003 term. He extended thanks to people in the field, to staff and the regions, noting the difficulties in making the complicated decisions in the last couple of months during the budget crisis.

Member Purucker extended farewells to the retirees and to President Fong for her term as President of the Board. She expressed her appreciation for having Chuck Cole speak to the Board, and thanked him for sharing new ideas, new energy and enthusiasm for the LoC. She

1 also thanked Member Steinhauser for arranging to have Assemblywoman Pavley speak to the
2 Board.

3 Member Kallenberg expressed appreciation to outgoing President Victoria Fong and stated
4 that in preparation for January 1, 2003, he would be asking Board Members what assignments
5 they would be willing to undertake. As Fresno County Librarian, he reported that he attended
6 and participated in a literacy meeting working with the preparation for transition to matching
7 funds. He commented that he is looking forward to the LSTA Advisory Council in February;
8 and welcomes comments on how literacy's long-range plan can be implemented in the next fiscal
9 cycle and be effective with the current budget challenges.

10 Member Steinhauser shared her praise for a good year-end meeting and noted the importance
11 of recognizing SABs, of celebrating CLSA's 25 years, and for commending Liz Gibson, Judith
12 Segel and Jim Kirks. She expressed her appreciation to Chuck Cole, and to Maurice Calderon
13 for initiating a meeting with Mr. Cole. She expressed hope to make resource sharing a reality in
14 the near future.

15 President Fong reflected on the challenges for the LoC with the budget and diminishing
16 resources. She praised Maurice Calderon for initiating entrepreneurial support from Chuck Cole.
17 In closing, President Fong thanked everyone for his or her support during her term as President
18 of the Library of California Board.

19 **AGENDA BUILDING**

20 1. Planning & Budget Committee, Ad Hoc Committee Report

21 **ADJOURNMENT**

22 There being no further business to come before the Board, the meeting was adjourned at 2:25
23 p.m., November 19, 2002.

Table A Requests for Network Affiliation for New Members

Arroyo Seco**Members Participating Libraries**

Cleveland Chiropractic College	Library
Lanternman Developmental Center	Staff Library

Tierra del Sol**Members**

Chaffey Joint Union High School District

Participating Libraries

Alta Loma High School Library
Chaffey Memorial Library (at Chaffey High School)
Colony High School Library
Etiwanda High School Library
Los Osos High School Library
Montclair High School Library
Ontario High School Library
Rancho Cucamonga High School Library
Educational Resource Center

Riverside County Office of Education

RECOMMENDED 2002/03 CLSA BASELINE BUDGET BY PROGRAM
WITH \$100,000 STATEWIDE DATA BASE REDUCTION
AND BALANCE ACROSS THE BOARD

PROGRAM	2001/02 CLSA BASELINE BUDGET	2002/03 ADJUSTMENTS	RECOMMENDED 2002/03 CLSA BASELINE BUDGET	Percentage Decrease
Transaction Based Reimbursements	\$12,145,000	(\$297,000)	\$11,848,000	
Consolidations & Affiliations	0	0	0	
Statewide Data Base	275,000	(100,000)	175,000	(36.36)
System Advisory Boards	45,000	(2,000)	43,000	(4.44)
System Reference	1,905,000	(46,000)	1,859,000	(2.41)
System Communications & Delivery	1,276,000	(31,000)	1,245,000	(2.43)
Special Services: California Literacy Campaign	4,090,000	(100,000)	3,990,000	(2.44)
Special Services: Families for Literacy	1,384,000	(34,000)	1,350,000	(2.46)
System Planning, Coordination, & Evaluation	0	0	0	
Statewide Communications & Delivery	0	0	0	
State Reference Centers	0	0	0	
Total	\$21,120,000	(\$610,000)	\$20,510,000	(2.89)
State Operations	\$646,410	-0-	\$646,410	

\$100,000 from Statewide Data Base; then across board cut, rounded to nearest thousands